Collecting a Drinking Water Monitoring Program
MICROBIOLOGY Sample

Sample Container

- Use a sterile leak-proof 250mL PET container with sufficient sodium thiosulphate to neutralise residual chlorine in the water sample.

Label

- Use a NSW Health barcoded label for the correct supply system, current year and sample type.

<table>
<thead>
<tr>
<th>Sample Type</th>
<th>Label Colour</th>
<th>Barcode Starts With</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allocated</td>
<td>White</td>
<td>1</td>
</tr>
<tr>
<td>Repeat</td>
<td>Pink</td>
<td>6</td>
</tr>
<tr>
<td>Additional</td>
<td>Blue</td>
<td>8</td>
</tr>
</tbody>
</table>

- Use an indelible pen to record the site code, time and date of collection.

- Place the label evenly around the sample bottle (not on the lid) so that the entire barcode can be scanned at the laboratory.

Preparing the Tap

- Ensure the tap is clean, free of attachments and is in good working order.
- Flush the water for 2 to 3 minutes.
- Disinfect the tap prior to taking the sample, using one of the following methods:
  - Disinfection by flaming: For metal taps without plastic fittings or other heat-sensitive components, flame the tap, starting at the nozzle and working back to the body of the tap until the water in the nozzle boils. After flaming, run the water to waste until cool before taking the sample.
  - Disinfection where flaming is not appropriate: Dip the mouth of the tap for 2 to 3 minutes in a beaker containing sodium hypochlorite solution (approximately 1g/L available chlorine), ethanol (70%) or isopropanol (70%). Alternatively a swab or wash bottle or similar may be used to disinfect the tap on the outside and as much of the inside as possible. Subsequently, run the water just long enough to ensure that the sample has no residual disinfectant effect.
**Collecting the Sample**

- Reduce the water flow to prevent splashing but keep the tap running.
- Remove the screw cap and hold it without touching the inside of the cap while taking the sample.
- Fill the bottle only to just above the shoulder. **Do not fill all the way to the top** or let the bottle overflow. A minimum volume of **200 mL** is required.
- Carefully replace the cap.

**Field results**

- Take a **second** sample at the same time as the Microbiology sample is collected to carry out field tests (temperature, pH, turbidity, free chlorine and total chlorine).
- Record the results on the Microbiology label.

**Transporting Samples to the Laboratory**

- Pack the sample into an insulated container with sufficient freezer bricks to keep the sample cool (5±3°C) during transportation. **Do not freeze the samples.**
- Attach a copy of the FASS address label to the insulated container.
- Send/deliver the samples to FASS so that testing may begin within 24 hours of collection.

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**For more information:**


Australian Drinking Water Guidelines Version 3.3 (2011); Information Sheet 2.1: Sampling Information – handling requirements and preservation.